App F IX 4

Previous References (1941 / ml) M File No 120-41

Serial Nos. 24

Later References

GENERAL AND REVENUE SECRETARIAT.

Serial Nos

Part B for August 1941

SUBJECT

Inspection Notes - Krishnagapet Minor Municipality

Recorded without orders

20/8/41

Note — Krishnarajapet Minor Municipal Office

514

General and Revenue Secretariat | File No 12 of 1941-42 [App F III-2

Serial No

From the D C Mandya Distt

A5 C 2667/40-41 D 13-3-1-8 41

Ref the note of insptn of the Krishnarajapet Minor Mlly held by him on the from 16-1-41 to 19-1-41

1) The note of inspection made as far back as 19th Jan 1941 but sent to this office on 1-8 41 ~~and~~ are therefore out of date ~~and~~ 2) None of the Sub Committees has met

3) Octroi receipt ledgers are maintained separately for the mlly and for the Hosaholalu village which has recently been included within the limits of this mlty

4) Octroi collections are remitted to the treasury at irregular intervals.

5) As no tolls are levied, the ~~Asstt~~ Considerable octroi ~~escapes~~ duty escapes collection

6) The register of mlt property is not kept up to date

7) The abstract D C B of assessed taxes is as follows

	Rs
Bs Arrears as on 1-7-40	1018
Collns till 31-12-40 Demand for 1940 41	3215
Total	4232
Collections	257
Balance	3975

NOTE—Contn Sheet

Inspn Notes - - Malavalli Minor Mlty

214
I

File No of 1941-42 — General and Revenue Secretariat

Serial No

8) The statement of salwar arrears as noted given on page 6 of the note shows a progressive increase from year to year ranging from Rs 2/- in 1929-30 to Rs 593/- for 1939-40 The Inspecting Officer thinks that the action taken to recover taxes is "inadequate or ineffective

9) The muktadars have not as yet furnished the prescribed security

10) There is no Sanitary Inspr in the mlty and the work of the ml daffedar who supervises the conservancy staff is not satisfactory The D C has suggested the appttt of a Sany Inspr

11) A register for the issue of notices for infringement of ml rules is not maintained

12) A register for prosecutions is not kept

13) A register of ml property is not maintained

~~14) Certain audit objns as to 1937-38 & 1938-39 remain to be disposed of~~

14) No audit objns are pending

15) It is noted that the arrears of assessed taxes given at para 7) supra is out of date as the figures relate to Jan 1941

Noted

Inspection Offs – Krishnarajpet Municipal Office

General and Revenue Secretariat | File No | of 194 | [App F III–2

Serial No

Subj for perusal
Law Secy)
Minister L S G)

SECY LAW DEPT 8 AUG 1941 GOVT OF MYSORE

OFFICE OF THE MINISTER FOR L S G & P H
Dt 8-8-41
No 823

Hm 8/8/41
11 8 41
Hm 12/8/41

NOTE—Contn Sheet

File No | of 194 | General and Revenue Secretariat

Serial No	

Mr 120-41-24

Notes of Inspection of Krishnarajapet Minor Municipality for the year 1940-41 (By the Deputy Commissioner Mandya District)

-- o --

1 Name of Inspecting Officer — C. V. Ranajodha Singh, Esq., B.A.,

2 Duration of Inspection

Date Commenced 16-1-1941
Date Concluded 19-1-1941

3 Name of Officer in charge — M. S. Ramaswamiah, B.A., President

The vice president is due to be elected

4 Previous Inspection — 21-6-40

Questions

I Council and Committees and Municipal Officers

1 Are there any vacancies in the Council? If so have steps been taken to fill up the same?

2 Have arrangements been made for the correct preparation and timely publication of the list of voters and persons eligible to stand for election?

There is no vacancy in the Municipal Council.

Yes. The voters' list prepared in connection with the General Election held on the 4th December 1940 is in force. An attendance Register showing the details of the meetings held and the members present together with their acquittance is maintained. The clerk is instructed to open a new register from 1-1-41 (being the date of reconstitution) as the one maintained now looks rather shabby. From this register it will be seen that the attendance of the Councillors is very irregular and one Mr. Somasetty's absence from the meetings is conspicuous. One Mr. T. P. Siddaiah Setty has been absent successively for 7 meetings. The president is requested to take timely action in respect of the Councillors who persistently absent themselves from the meetings.

The Council have held 11 meetings in all of which 7 are general and the rest special

3 3 Do the Council and Managing and Committees thereof meet regularly ?

The Municipal Council have formed three Committees namely Audit, Health and Octroi None of these committees have met even once during the year As no useful purpose would be served by having sub committees which do not function, the President is requested to see that the duties entrusted to these committees are carried out regularly in future

4 4 Are regular journals of the proceedings of all meetings of the Municipal Council and of each Committee kept ?

Proceedings of the meetings are recorded in a register and no entries are made in respect of the Committees as they did not meet during the period covered by inspection

5 5 Has action been taken on all the resolutions of the Council and of the committees and the nature of action so taken noted against each resolution and also reported at any subsequent meeting ?

Yes It is desirable that the resolutions of the Municipal Council requiring continued action are entered in a separate register and their final disposal watched

6 6 Have the powers and duties of the President and the Vice President been clearly defined ?

It is stated in the Minute Book that action will be taken in this direction when the election of the Vice President will be held in respect of the reconstituted council from 1-1-1941

7 Is the working of rules and bye laws periodically examined ?

This is a minor Municipality and the rules framed by Government in this behalf are in force

II OCTROI

II Octroi

8 8 Is there a table of rates both in English and Kannada hung up in the office and also at Octroi gates ?

A table of rates is hung in the office It is stated that similar tables are also hung at Hosaholalu gates The realisations under octroi have been entered 'Babat" in the Register from 10-9-40

The marginally noted figures show the income under octroi for the past five years,

1936-37	624-2-10
1937-38	479-15-11
1938-39	360- 7- 2
1939-40	621- 8- 2
1940-41 up to end of Dec 40	512-11-5

years, during the year up to the end of December 1940 a sum of Rs 512-11-5 has been realised, There is a rise in the in-come ~~x~~ under this head and this is explained to be due to the fact that Hosaholalu which was till recently a village Panchayet has been included in the Municipal limits

Two Octroi, receipt ledgers are maintained, one for Krishnarajapet and another for Hosaholalu The total receipts under several heads of Octroi of Hosaholalu are entered in the Register of Krishnarajpet Whether it is not feasible to have only one register for both these places may be examined and necessary action taken The Rules do not contemplate maintanance of separate set of accounts The collections made are often credited to the Treasury at intervals It is necessary that remittances should be sent to the Treasury as frequently as possible and if possible ever alterante day No amount should be allowed to remain with the Bill Collector or the Cutsamais unnecessarily beyond one day The president or the vice president should arrange to check the receipt now and then

The Municipality has not been levying tolls on vehicles and ~~tolls~~ animals entering the town This has to a considerable extent made the working of Octroi rules difficult as effective control over dutiable articles entering the town cannot be exercised Some suitable arrangement should be made to ensure prompt ~~by~~ lodging recovery of octroi on all dutiable goods brought into the town

	Number	Schedule rate
(a)	Teak, Bonne and Bamboo	Rs 4/- per ton of 15 cft
	The rate prevailing is	Rs 1-0-0
2	Tobacco	4-0-0 per pound of 960 - tolas
	The rate prevailing is	Rs 1-0-0
3	Cereals	0-3-0 per thousand
	The rate of prevailing is	0-2-0

The octroi rules now prevailing in the Municipality admit of enhancement with - reference to the maximum schedule rates The materially noted commodities are some of the kind the municipality will do well to examine whether the prevailing rates cannot be suitably revised so as to improve the finances of the municipality

9 Is a register maintained for articles deposited in the Warehouse and are receipts regularly given to depositors and warehouse fees collected in accordance with the prescribed rate?

No register is maintained as there is no Warehouse

10 Are the railway receipts and invoice registers periodically examined by any of the Municipal Councillors?

There is no Railway Station

11 Are any exemptions granted by the President in the matter of production of articles received and are security deposits taken in these cases?

No exemptions are granted

12 Are these exemptions noted in a register? What is the amount of security taken and how is it dealt with?

12 Are passes of these privileged persons carefully preserved and are their accounts periodically settled so that the amount due by them may not exceed the security amount?

No such instance

13

13 What are the precautions adopted against smuggling?

The Bill Collector is stated to keep a keen watch over the imports into the town and bring to the notice of the Municipal Council cases of smuggling I am afraid Mattur has considerable scope for smuggling

14 Have any cases of smuggling been detected and prosecuted?

So far no cases of smuggling have been reported

15 What arrangements are made for levying Octroi on goods arriving by rail?

No goods arrive by rail as there is no railway station within the municipal limits

III House, Shop and other Taxes

III House Shop and other Taxes

16 What are the arrangements for ensuring that all taxable properties are duly assessed?

The bill collector brings to the notice of the President the taxable properties and action is taken on his report

17 Has a register of Municipal property been maintained and is it posted up to date?

Yes But the Register is not maintained up-to-date This should be attended to without further delay

18 Are all the other registers prescribed in the Municipal Account Manual maintained? If not why?

Following registers should be maintained in addition to those already maintained

(1) Register showing the dutiable articles forwarded to Koti from Cocanada

(2) Register of estimates and allotments

(3) Security Register of municipal employees

(4) Prosecution Register

19 Is an exhaustive list of all taxes rates fees fines and forfeitures accruing to the Municipality under the regulation rules and bye-laws maintained?

Yes Schedules of rates and taxes given under the Taxation rules are maintained

20 21 22

A register-Kiratti as it stood on 1-7-40 is maintained out of 684 khates 75 notices for a sum of Rs 241-13-7 have been issued and 43 have been served In 24 cases full amounts to the extent of Rs 52-0-1 have been recovered Distraint warrants are yet due to be issued in 22 cases Notices have been issued in the month of June 40 action should be taken immediately for the recovery of entire arrears The procedure now followed is not correct as per rule 76 A the tax should be levied in two equal instalments in July and January respectively in the year The President should see that from next year demand notices are issued as per rules and further action taken against the defaulters

DEMAND COLLECTION AND BALANCE OF VARIOUS ITEMS				
	Arrears as on 1-7-40	Octroi	Miscellaneous	Total
Demand for the year 40-41	3213-9-0	101-9-3	1-10-0	3316-8-3
		till end of December 40	till the end of December 1940	
		512-11-5	207-13-3	3934-0-8
Total	4431-15-3	512-11-5	208-13-3	7-11
Collection up to end of December 1940	2357-8-9	512-11-5	207-13-3	1-
Remission	-	-	-	
Balance	3074-6-6	nil	-0-6	

1929-30	2-2-3
30-31	0-8-3
31-32	6-3-3-
32-33	11-5-5
33-34	15- -3
34-35	23-4-4
35-36	41-0-3
36-37	56-13-10
37-38	85-14-6
38-39	183-3-9
39-40	592-11-2
Rs	1018-7-3

The arrears at the end of 1939-40 as compared with the previous years are noted in the margin It will be seen therefrom that the arrears are gradually swelling year after year The action taken for the recovery of the outstandings is apparently inadequate or ineffective continued slackness in this regard would likely swell the arrears out of proportions and render the collection work difficult It is therefore necessary that immediate action should be taken before it is too late and the question of collection effectively tackled

23 Are Municipal Councillors and Municipal Officers prompt in regard to intimation of liability to pay taxes and also in payment? Are there any cases of neglect or default in this respect?

Yes It is stated that no tax is due from any Municipal Councillors

24 Have all the Mutsaddis given security? Is it in cash or in Savings Bank Deposit? Are these particulars noted in the register prescribed therefor?

The Mutsaddis have not as yet furnished the prescribed security Action should be taken for the recovery of the same immediately A register of securities should be opened immediately and posted up to date

25 Is there a miscellaneous demand and collection register? Are all items sold by public auction? Is this done promptly? Are there any arrears outstanding? What action has been taken for their recovery?

Yes There is no demand under Miscellaneous Taxes so far during the year The amount of Rs1/- which was outstanding at the beginning of the year has since been recovered

26 Are instalments payable by toll gate contractors received every month on the due dates? Instalments due and the periods they pertain to may be noted together with information as to the steps taken for recovery

There are no toll-gates

27 What system is followed in leasing market stalls? For what period are they leased and what proportion of the stalls is vacant?

There are no market stalls

28 How are daily market fees collected? Is the system of collection such as to effectually prevent fraud?

-do-

IV CONSERVANCY AND SANITATION

IV Conservancy and Sanitation

29 Does each Sanitary Inspector maintain a diary and do the entries show sufficient work for each day ?

What is the general condition of the work indicated by these records ? Is it up to date and efficient ?

There is no sanitary Inspector in the Municipality The Municipal Daffedar supervises the work of the conservancy staff The work of this Daffedar is not satisfactory It would be advisable to have a sanitary overseer to supervise the work of the executive staff

30 Is the distribution of the sanitary staff among the different parts of the Municipality reasonable ? Is the staff sufficient ? What arrangements are followed to ensure that each Municipal servant performs a full tale of work ?

There were seven sweepers, four on s 9/- and 3 on s 7/- per mensem in the Municipality and four more have been appointed for town Hosaholalu Since the ~~town~~ has grown it is stated that there is need for strengthening the staff The President will submit a report, if additional sweepers are found necessary

31 How many license applications referred for inspection are pending how long since and why

A Register of applications for licenses is maintained These applications are referred to the Bill Collectors for investigation All of them have been disposed of and no application is pending with the Krishnarajapet Bill collector while two are pending with the Hosaholalu Bill Collector, since 23-12-1940

32 Is there a notice register of all notices issued under different sections of the Municipal Regulation ? Does it show the final disposal of each notice ?

The Register showing the issue of notices for infringement of rules under different sections of the Municipal Regulation is maintained The register is blank Evidently no action was taken

33 Is a prosecution register maintained? And state if it is properly maintained

No prosecution Register is maintained So far such prosecutions have been launched register should be opened at once

34 What are the arrangements for the prosecution of Municipal offences and by what courts are such cases tried ? Are cases disposed of promptly ? From the statistics of prosecutions it may be noted whether the arrangements are effective

Municipal cases are tried by the Ex-Officio First Class Magistrate, French Rocks No cases have been referred to the Magistrate so far

35 Are the birth and death registration reports received regularly and tabulated intelligently ?

How many prosecutions were there during the previous half year for neglecting to report birth or death and how many ended in conviction ?

Yes Till now there have been 45 births and 22 deaths These reports are sent to the Taluk office every month No prosecutions have been filed

Public Works PUBLIC WORKS

36 Are unauthorised encroachments by private persons on the streets and drains promptly checked and for this purpose is a survey map of the town kept in the Municipal Office ?

There were no unauthorised encroachments during the year A town map is kept

37 Is there a schedule of rates both for works and metal supply in the office ? Is it prepared every year and sanctioned by the Council ?

Are the estimates invariably framed in accordance with these rates ?

There is no schedule of rates One should be got from the P W D and sanctioned by the council and maintained for reference It is stated that estimates are prepared either by the Sanitary Inspector attached to the District Board or the Sub Overseer

38 Check the list of incomplete works of the previous year and state in what stage they are at the time of inspection

There are no incomplete works in the Municipality No work was undertaken last year

39 Are contracts executed before work begun ?

There are no instances of the kind during the period covered by inspection

40 Are there any works carried out by departmental agency ? Is there a muster roll in Form 77 of the Municipal Account Manual maintained for the same and are payments made accordingly ?

Is an abstract of the measurement book noted in the muster roll to facilitate comparision of out turn of work ?

Yes It is stated that no muster-rolls are maintained as no works which were undertaken during the year excepting the fitting up of Electric lights to the Municipal office The bill amounting to Rs 114-8-0 has already been paid The estimate for this work is not forthcoming and it is stated that the estimate was sent to the Line Inspector at Krishnarajapet for scrutiny and that it is pending with him The Line Inspector has in his memo No 1 date

Memo No Nil dated 8-11-40 stated that the estimate could not be scrutinised as the work had already been completed Before taking up the work the estimate should have been got scrutinised and comparative rates for execution of works invited This procedure may be invariably followed in future

41 Are the measurement books of all works maintained properly? Are they returned to the office records as soon as they are finished?

Yes. The measurement books are in the custody of the clerk

Has there been regular progress of work throughout the year or is there any attempt to rush through works at the end?

Vide answer to question No 40 supra

43 Have all sanctioned estimates been properly filed so as to be easily traceable for ready reference?

Yes

44 Is a list of measurement books in current use maintained showing the names of subordinates and the works for which the book is used?

Yes

45 Is a building register maintained showing the capital outlay and the expenditure incurred their maintenance every year?

No separate "Building Register" is kept one should be opened immediately and the apital Cost of the buildings owned by the Municipality and their maintenance charges noted

46 Are tenders invited from the contractors as prescribed in the Municipal Account Manual?

Yes No tenders were called for so far as no works were undertaken Tenders have not been called for in respect of the fitting of Electric Lights It is explained that as the electric installation had to be got done urgently and no contractor other than the person to whom the work was entrusted was available, the same had to be got done without inviting tenders The must be regularised

47 Are contracts given out to persons related to Municipal Officers or Councillors?

No such instance

48 Is security taken in all cases for the due fulfilment of a contract?

It is stated that securities are taken in respect of contracts given So far no fresh works are under taken

VI General

49 Is the office accommodation sufficient a suitable ? Are the rooms premises and furnitu kept clean ?

Yes

50 Is a record of the qualifications and se vices of the ministerial officers maintained up t date ?

Yes

51 Is a service register maintained for eve permanent official and brought up to date ? Are these registers arranged in order and kept in records in a separate box ? Who keeps the key the box ?

Service Registers for the Municipal clerk and the Daffedar are opened and verified It is stated that the Service Register of the Bill-Collector is not yet received from the Nagamangal Municipality from where he was transferr The Service Register should be got immediately by issue of a reminder These registers are in the custody of the clerk They are verified up to the end of June 1940

52 Are all appointments made in accordan with the rules ?

The Deputy Commissioner's Office is the unit office

53 Is a statement of the periodical repo and returns due prepared and maintained up t date ? Are the due dates the dates of ac submission and the names of the clerks respons for their preparation noted therein ? Is it scru tinised by the Head of the Office ?

How many and which returns were due at time of inspection ?

Yes The fresh calendar of Returns may be opened as the one now in use is already very old There are no overdue returns

54 Is the register of furniture maintaine Are all articles of furniture enter d therein togeth with details as to the cost and date of purchase each ? Is the register verified once every quarte Is a note made in the register of all articles lost which have become unserviceable ? Is the furn ture adequate for the needs of the office or mo than necessary ? What is the condition furniture kept ?

Yes The details of furniture are entered The register is checked by the President on 31-7-40 The President or th Vice President should examine this registe every quarter The condition of the furniture is good

55 Are old and unserviceable articles so by public auction and the proceeds credited to Municipal fund ?

Yes A sum of Rs 8-6-0 has been realise under this head by the sale of Kerosine oil tins

56 Who keeps the stock of forms? Where are they kept? Are they neatly arranged? Are receipts and issues noted in a register?

A Register Showing the stock of forms is maintained. The receipts and issues are not being regularly noted Sometimes the balances have been checked by the Vice President The clerk keeps the stock of forms

57 Is a complete set of the standing orders of Government relating to the work of the office maintained?

Is it provided with a table of contents and if bulky also with index?

Yes The G O file should be properly indexed

58 Is the file of Municipal rules and by-laws kept up to date? Are they printed and available for sale at cost price to the public as required by Section 49 of the Municipal Regulation?

No Separate byelaws are framed in the Municipality

59 Are the registers of in ward and out ward correspondence properly maintained with cross reference regularly marked?

The present system of having correspondence in only one Register should be discontinued One General Receipt Register may be opened and all papers received in the office registered The current Register maintained now shows that there were 30 current No pending at the beginning of the year and 109 have been received so far, of these 111 have been disposed of leaving a balance of 28 as detailed in the margin

Arrears on 1-7-40	30
Receipts during 40-41 till the end of December 1940	109
Total	139
Disposals	111
Balance +	28

1936-37	1
37-38	2
38-39	6
39-40	7
40-41	12
Total	28

1) 128/36-37 This is about the recovery of rent from the District Board for the location of the veterinary Dispensary at Krishnarajapet It will be seen from the Register that this is pending with the Deputy Commissioner, Mysore Action should be taken immediately to bring this disposal

2) 110/37-38 This is regarding the recovery of Rs 3-2-0 from one Nagaraja Rao Clerk An extract from the Audit objection Register may be prepared and sent to

sent to the Deputy Commissioner, Mysore for the recovery of the amount as it is learnt that the said clerk is now in the District Officer, Mysore

3) 113/37-38 This relates to the refund of a sum of Rs 26/- credited to wrong head by the Municipality The bill, it is stated has been sent to the District Medical Officer, Mysore for countersignature, and that the same has not been returned so far by him He may be reminded to expedite the matter

1938-39 38/38-39 This is about the serving of distraint warrants to parties in the Mysore Municipality These were forwarded for service No further correspondence is entered in the registers This May be brought to disposal an early date

Similarly many references are pending without action being taken The clerk is strictly instructed to work into the matter immediately and bring the Nos into disposal by writing to the offices concerned

60 Is a separate petition register maintained and does it show the method of disposal the date and nature of endorsements granted?

A petition Register is maintained petitions presented during last year have since been brought on the Register It will be seen from the Register that 44 petitions have been disposed of Of the remaining 7 some are kept for the personal inspection of the Vice President and some are required to be attended

61 Is t ... delay in the dis posal of petiti

The delay in the disposal of pe+i+ions should be s+ric+ly avoided

62 Is there a separate register for building licenses? Is a quarterly statement of all applications received for building licenses maintained? Check the accuracy of the statement and give the number of applications which are unduly delayed. Their oldest dates and the reason of their pendency may also be noted?

Yes No quar+erly s+a+emen+ is prepared During +he year 32 license applica+ions have been received Of +hese 28 have been disposed of Of +he remaining 4 pe+i+ion No 3/40-41 has +o be brough+ on +he pe+i+ion Regis+er, as i+ rela+es +o a dispu+e regarding construc+ion 2 are pending wi+h +he Hosaholalu Bill Collector, an endorsemen+ is due +o +he pe++ioner in o+her Delay especially in +he disposal of license applications should be avoided

63 Are all disposed records promptly made over to the record keeper duly arranged and stitched? What is the number of such records remaining to be sent to the record room?

Yes

64 Are the records of meetings kept in an orderly manner? Are the minutes of proceedings properly kept and made available for inspection by any inhabitant of the Municipality?

Yes Yes

65 Are all the registers prescribed in the Municipal Account Manual maintained?

The Registers no+ed below have no+ been main+ained They should be opened immediately

1 Smuggling case Regis+er
2 Bu[illegible] — Regis+er
3 Prosecu+ion Regis+er
4 Security Regis+er of Municipal employees

66 Examine the cash in the Municipal Treasury and give the amount found at the time of your inspection Does it agree with the book balance?

The balance as per cash book is Ps 315-2-3 and this +allies wi+h +he Treasury Pass Book

67 Has sufficient security been taken from officials expected to handle the Municipal cash?

(a)

Security +o +he ex+en+ of Rs 25-4-4+ from +he Krishnarajape+ Bill Collec+or has been recovered in ins+almen+s bu+ i+ is in his personal name under savings Bank Deposi+s Ac+ion should be +aken immedia+ely +o +rea+ +his a securi+y Deposi+ Accoun+ No ac+ion has been +aken +o recover +he Securi+y amoun+ from +he Oc+roi Mu+saddis This

This should insisted upon wi+hou+ fur+her delay If +hey canno+ pay +he amoun+ in one lump, i+ may be recovered in ins+al-men+s, af+er ob+aining necessary securi+y Bonds from +hem

Is the pass book of the Municipality written up in the Treasury Book periodically and returned without delay ?

The Pass Book is writ+en up and sen+ by +he Treasury

69 Is the cash book closed and balanced daily ? Is the balance arrived at every month compared and agreed with that in the pass book ?

The cash Book is closed once a month. The balance in the cash book and +he Trea-sury pass book are agreed at +he end of every mon+h The balance at +he end of each day should be worked ou+

70 Examine the classified abstract of receipts and expenditure and state if it is written up properly ?

I+ is wri++en up +o end of November 1940 The accounts for December 40 should be sen+ immedia+ely

71 Are the accounts audited monthly by auditors appointed from among the Municipal Councillors ? Are the registers signed by them in token of their having examined them ?

The Audit Commi++ee have no+ checked +he accoun+s

72 (a) Are audit notes received from the Comptroller s Office promptly disposed of ? How many audit notes if any are pending when were they received and why are they pending ?

The Adit no+es for 38-39 received from +he Comp+roller has been answered and sen+ +o +he Sub Division Officer, French Rocks for submission +o +he Depu+y Com-missioner No Audi+ no+es are pending

(b) Is there a register of objections received from the Comptroller ? How many objections are pending disposal nd why ?

(b) A Regis+er of objec+ions is kep+ no objec+ions are pending

73 What is the amount of permanent advance held by the office ? Is an account of it correctly kept ? What is the balance on hand ? Is it forthcoming ?

A permanen+ advance of Rs 25/- is held by +he Presiden+ The amounts paid ou+ of +his advance are being recouped every mon+h The balance to-day is Rs 25/-

74 Are there any long standing advances made out of the office imprest awaiting adjustment ? Details may be furnished

None

75 Is an advance re ister of the Municipal money maintained? Is timely action taken for its recovery?	A regis+er is main+ained There is no recovery outs+anding
76 Are the cl eques issued for the bills and the payments made therefor entered in a petty cash book?	Yes
77 Is there a scale re ster of all Munic pal Establishments in the Office? Is it kept up to-date?	A Regis+er is main+ained I+ is up-+o-da+e
78 Have per onal claims of officers to pay allowances and incre nents been discharged without delay? If any are delayed what is the cau e for the same?	Yes
79 Are the pension applications prepared and submitted in t me? How many cases are pend ing and why?	No pension case is pending
80 What amount has been given by the President as sub impres to subord nate officers? Details may be noted Are acknowle l ments of permanent advance held by them duly received?	No Subimpres+ is given
81 Are all the re ords sor ed? If not what is the quantity of papers remaining to be sorted? What time is necessary to complete their sorting?	Yes.
82 Are all papers sent to the records as soon as they are d sposed of duly st tched and feristed? Note instances to the contrary if any	Yes The disposed of file relating +o +he inclusion of Hosaholalu wi+h +he Municipal Limi+s of Krishnarajapet should be sen+ +o +he Record Room withou+ delay
83 Have all time expired papers been elimi nated after verifying the perio ls for which they are preserved and are th ey all destroyed and a note made to this effect in the register?	The Register main+ained for no+ing +he elimina+ion of +imebarred papers is no+ kep+ up-to-da+e The last en+ry made in +he Regis+er per+ains +o +he year 1930-1931 Immedia+e ac+ion should be +aken +o ge+ lis+s of papers ma+ured for des+ruc+io prepared and des+royed as per rules
84 Are the money and stamps received for copies regularly entered in a register? Is the register submitted r ularly to the Head of the office for inspec ion and signature every month? Where are the money and stamps received for com s kept?	Yes No copy applica+ion is pending nea+ book may be opened newly for +he pur pose as +he one now in use is shabby.
85 Extent to which points noted for act on at previous inspections have been attended to	A minu+e Book is main+ained. Ac+ion +aken is being noted In a few cases ac+ion has +o be +aken
86. Any irregularities or informalities observ ed in the course of inspection whether connected with the printed questions or no and sugges ions of any for improving the efficiency of the working of the office	GENERAL Pounds The prescribed Register is main+ained

1937-38	103-8-0
38-39	57-9-0
39-40	91-11-0
40-41 (till the end of December 1940)	25-14-0

The prescribed Register is maintained This is examined by the clerk at the time of remittance of the collections to the Treasury while the President or the vice-President affixes his signature in token of remittances The marginally noted figures show the income under this head for the last 3 years A sum of Rs 25-14-0 has been realised till the end of December 1940 The income realised appears to be too low It was observed during the time of last inspection that the system of working the pound on commission basis might be tried But no action appears to have been taken in this regard It appears necessary that the question should be taken up at once in consideration of the low realisations under this head Collection has fallen considerably this year

Financial Position

Opening balance on 1-7-40	1158-12-0
Receipts up to end of December 1940	978- 1-5
Total	2136-13-5
Expenditure up to end of December 1940	1634-14-3
Balance	501-15-2

This tallies with the General cash book The Municipality has a balance of Rs 1320-14-9 in the savings Bank Deposits

The contributions detailed below are due to several Departments for the year 1940-41 according to the Register maintained in the office

1	Maternity and Childwelfare	10-0-0
2	Country medicine charges	29-2-4
3	Repairs to L F Dispensary	7-8-0

4,	Medical Contribution	352-0-0
5	Education Cess	42-2-9
6	Contribution to Veterinary Dispensary	50-0-0
7	Vaccine Lyamph	13-0-0
8	Primary Education	70-0-0
9	Pensionary Contribution	80-0-0
	Total	653-13-1

These contributions should be paid immediately so that there may be no arrears

GENERAL

The action taken for the recovery of the arrears is incommensurate with the arrears outstanding No pains should be spared for the recovery of all kinds of demands under several heads and suits in respect of all arrears outstanding for over 3 years should be filed without further delay

SUB - COMMITTEES

The healthy sign of the administration of the Municipality is the proper functioning of the several committees which are formed to look after the different branches of the Municipal work

The finances of the Municipality require improvement Effective control should be exercised over the realisations under Octroi and cattle pound

The heavy arrears should be reduced early

Sd C M H Ranajodha Singh,
DEPUTY COMMISSIONER,

No A5 C 2667/40-41

Office of the Deputy Commissioner,
Mandya District,
Mandya dated the 13th March 1940

Memo

Copy of the foregoing is forwarded with compliments to the Secretary to Government law Department for favour of information

DEPUTY COMMISSIONER,
MANDYA DISTRICT